



Town of Weare

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Building Department

BUILDING PERMIT APPLICATIONS

- A. All Building Permit Applications shall be filled out entirely and completely, when submitted for review.
- B. All Building Permit Applications shall be accompanied by the following items:
 1. One* complete set of building plans to scale and with enough clarity and detail to determine compliance with applicable codes.
 2. Site Plan drawn to scale showing all pertinent information per code. A Certified Plot Plan may be required at the discretion of the Code Enforcement Officer.
 3. State Septic Approval for Construction with plans.
 4. Certificate of Compliance – New Hampshire Energy Code.
 5. Driveway Permit Application:
 - Town permit – pick up form at Building Dept.
 - State permit – call 485-9526 (Hooksett, NH)
 6. Permission slip if not owner (Owner Affidavit)
 7. Water protection form/Non-Occupancy Form

Failure to fulfill the above requirements will cause delay in processing the applications. It is imperative that all applications be complete and concise.

Per Order Of:

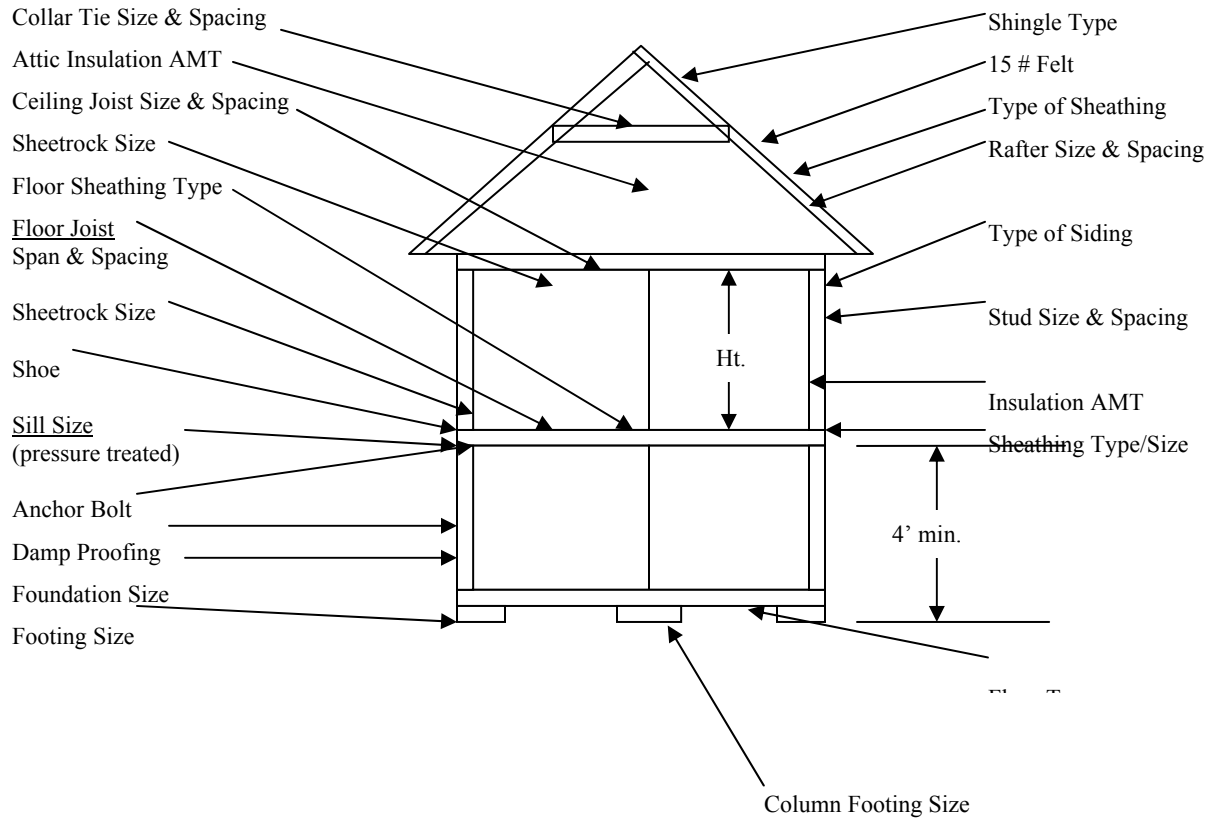
Charles (Chip) Meany III

Code Enforcement Officer (CEO)

*Two complete sets of plans may be required, at the discretion of the CEO.

CROSS SECTION SAMPLE

(Show Method of Venting)



CROSS SECTION:

Section drawings slice through the proposed building to show construction details. The drawing should show:

1. Footing sizes and spacing
2. Floor material and sheathing material
3. Slope of roof
4. Size and spacing of framing members (rafters, studs, joists, etc.)
5. Height between floor and ceiling
6. Distance between wood flooring and dirt
7. Insulated walls and material
8. Thickness of concrete slab or size and location of concrete piers, wood girders, and wood beams supporting flooring

Typically exterior walls are load bearing (hold up ceilings and roofs) and are supported by concrete load-bearing footings. Interior walls rest directly on supporting piers under wood floors or directly on a concrete slab.

NOTE: Roof and floor trusses should be stamped by a registered, professional engineer.

PLAN REQUIREMENTS

COMMERCIAL PLANS

- Two sets of building plans to scale (one set will go to the Board of Fire Wards)
- Most require an architect or engineer's stamp
- Architect must state compliance with the New Hampshire Energy Code
- Electrical, plumbing, or mechanical drawings might require an engineer's stamp
- Indicate occupant load for each floor
- Live load of each floor
- Indicate type of construction (use of each portion of the building)

COMMERCIAL FIT-UP or RENOVATION PLANS

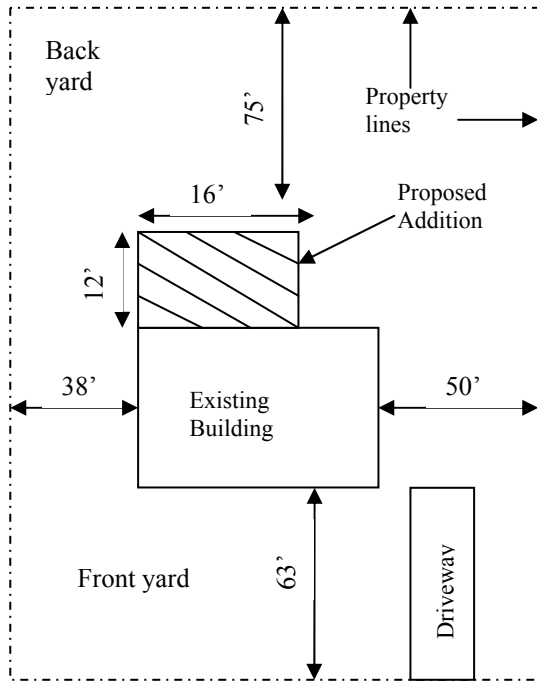
- Two sets of floor plans to scale
- Indicate ownership of adjacent units
- Indicate means of egress
- Indicate occupancy load
- Indicate type of construction legally required

RESIDENTIAL PLANS (Minimum Requirements)

- One (1) copy of the **site plan** drawn to scale (showing where new addition will be on the property – see attached sample)
- One (1) copy of the **building plan** drawn to scale (when approved, the copy will remain in the building department files). The building plan shall:
 - Be drawn to scale
 - Include a plan for each floor
 - Include at least two elevations (side & front view at minimum)
 - Specify all building materials, sizes and types
 - Specify window type, location, and size
 - Include stair details
 - Include a “complete” cross section cutting through the entire width of the building (see attached sample)
 - Include floor framing plans if the cross section is not typical
 - Include header sizes for all openings in the bearing walls (interior & exterior)
 - Include a roof framing plan
 - Demonstrate New Hampshire Energy Code Compliance
 - For an addition or deck, show attachment to existing structure
 - Decks shall also include:
 - Adequately sized footings below grade (must be 4' deep)
 - Height of railings (must be 36" if deck is over 30" above ground level)
 - Width between balusters (must be 4" OC or less)
 - Joist detail

Those plans which do not have complete information will be rejected. Please take the time to review your plans to ensure adequacy.

TYPICAL BUILDING PERMIT APPLICATION EXHIBITS



123 Main Street



SITE PLAN

(scale 1"=50')

(North Arrow)

SITE PLAN:

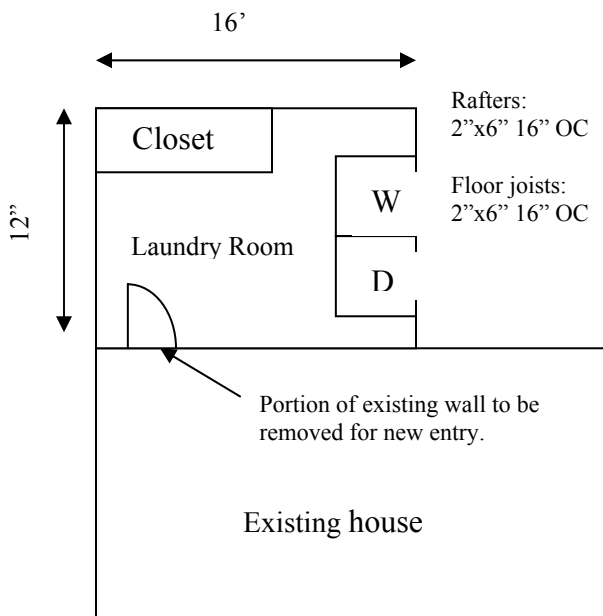
In order to verify that the proposed construction will comply with zoning regulations relative to building setbacks and lot coverage, a plot plan indicating property lines and the distance of all existing and proposed buildings or additions from the property lines shall be filed. This should be drawn to scale and be on an 8 1/2" x 11" sheet of paper (it may be helpful to use graph paper with 10 spaces per inch). The Building, Planning, or Assessor Departments can usually give you the dimensions of your property, or can sell you a map depicting your property lines. Included sufficient details concerning elevation of sills of buildings (and in the case of garages and walk-out basements, the floor elevations) with respect to adjacent grades to adequately assure that surface drainage will not be detrimental to on-site and off-site buildings or property.

FLOOR PLAN:

The floor plan should show all structural elements including:

1. Location, width, and shape of all rooms, doors, and windows
2. Major appliances (stove, washer, refrigerator, etc.)
3. Major plumbing fixtures (sink, tub, toilet)
4. Mechanical equipment (furnace, hot water tank)
5. Electrical outlets and switches
6. Closets and built-in counters
7. Materials (floor covering, windows)
8. All rooms labeled

Do not show movable objects such as furniture. For additions, do not show the entire house, only enough detail to indicate how new room(s) connect to existing building. Simple plans can include (by notes) framing info, size & spacing of ceiling, floor joists, wall studs, roof rafters,



FLOOR PLAN